

**BEFORE & AFTER SCHOOL PROGRAM**

**CHANGE OF PROGRAM/DAYS REQUEST FORM**

**(Fax #: 732-607-4813 or email AfterSchool@oldbridge.com)**

This form must be back to our office by the 15<sup>th</sup> of the month prior to when you want the change to happen. For example, if you want to change your child’s program from Before School to Before & After School for December, you must make this change by November 15<sup>th</sup>.

If you need to change your child’s days during the month, this form must be completed and sent to our office by no later than Friday 10 am for the following week. We don’t make changes to a child’s schedule during the week for safety reasons.

**(Please Print clearly & include First & Last Names of Student & Parents)**

**Students Name:** \_\_\_\_\_

**Parent/Guardian’s Name:** \_\_\_\_\_

**Program Site:** \_\_\_\_\_

(School Attending)

**Effective Change to Begin On:** \_\_\_\_\_

**Program Currently Enrolled:** \_\_\_\_\_

(Circle Program Choice & Days)

**Program Choice**

**Before School Only** Day(s) M T W Th. Fri

**After School Only** Day(s) M T W Th. Fri

**Before & After School** Day(s) M T W Th. Fri

**Middle School** Day(s) M T W Th. Fri

**Program to be Changed to:**

(Circle Program Choice & Days)

**Program Choice**

**Before School Only** Day(s) M T W Th. Fri

**After School Only** Day(s) M T W Th. Fri

**Before & After School** Day(s) M T W Th. Fri

**Middle School** Day(s) M T W Th. Fri

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_